

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 6242  
**GRADE:** S-21

**TITLE:** SENIOR MOTOR MECHANIC SUPERVISOR

**DEFINITION:**

Under general supervision, supervises a major segment of the County motor vehicle/equipment repair and maintenance program; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

None.

**ILLUSTRATIVE DUTIES:**

Plans, directs and coordinates the maintenance and repair of automotive, construction and industrial equipment;

Assigns and inspects work in progress and upon completion;

Provides technical guidance and assistance in diagnosing malfunctions, repairing and replacing parts and assemblies, selecting parts and materials, and operating tools and equipment;

Instructs mechanics in difficult repair work and may test drive to confirm diagnosis;

Assists in the selection and placement of personnel;

Evaluates the work performance of subordinates;

Prepares work schedules;

Inspects shop equipment for safety and performance;

Makes cost estimates;

Orders parts, tools, supplies and equipment;

Inspects new vehicles and equipment for conformance to procurement specifications.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Thorough knowledge of the tools, equipment and methods used in the mechanical repair of a wide variety of automotive, construction and industrial equipment;

Skill in performing difficult mechanical repairs;

Ability to plan, organize and supervise a work program of equipment maintenance and repair;

Ability to establish and maintain a parts inventory system.

**EMPLOYMENT STANDARDS:**

Any combination of education, experience, and training equivalent to:

High school graduation or a G.E.D. issued by state department of education; PLUS

Three years of supervisory experience in an equipment maintenance/repair shop.

**CERTIFICATES AND LICENSES REQUIRED:**

Must hold a Commercial Driver's License in the state of residence or be able to obtain same at the time of license expiration;

May be required to provide copies of driving record periodically for verification of driving status.

REVISED: May 21, 1992